

September 6, 2011

Dear Town Meeting Member,

The Town Meeting Coordinating Committee invites you to be part of the budget and zoning process leading up to Town Meeting. Town staff along with elected and appointed committees begin preparing budget and zoning proposals in the Fall. Here's how you can be part of the process, influence the direction of proposals or suggest changes regarding budgets, schools, libraries, police, fire, building codes and zoning regulations.

- **Sign up to receive email alerts about meetings** of one or more town committees dealing with the budget by sending an email to www.amherstma.gov/tothemax . You can also find out specific dates, times and agendas for meetings on the Town website's calendar at www.amherstma.gov/calendars .
- **Attend town committee meetings** to listen, offer ideas and suggestions, All meetings are open to the public, with a brief opportunity for public comment and questions.
- **Watch Amherst Media's Channel 17** coverage of Select Board, Finance Committee, Planning Board, and Zoning Subcommittee, There are reruns on later days and "On Demand" on the Amherst Media website at www.amherstmedia.org/meetings .
- **Read the minutes of any town committee** on the Town website to learn about the issues. Visit www.amherstma.gov/minutes or www.amherstma.gov/committees .
- **Contact a member of a committee** or the people listed below to share your opinions and suggestions. Lists of committee members are on the town website.

The enclosed TMCC Master Calendar will give a general idea of when various events are held throughout the year. Periodic updates will be posted on the bulletin board next to the Town Clerk's Office and on the web at www.amherstma.gov/tmcc . Questions can be directed to individual committees, Town departments, or TMCC.

Town Meeting Coordinating Committee
townmeeting@amherstma.gov

Committees That Prepare Budgets and Zoning Changes for Town Meeting's Vote

Budget Coordinating Group (BGG)

This committee (BCG) brings together representatives from the Town, Schools and Libraries to share short- and long-term budget information, to align budget development schedules on a master calendar, and to make recommendations to their home bodies on priorities for revenue distribution across the three budget areas in preparation for Town Meeting.

Contact Stephanie O'Keeffe, Co-Chair 549-1195 stephanie@okeeffe.com
Contact Andrew Steinberg, Co-Chair 549-6826 Steinberg_A@msn.com

Community Development Committee (CDC-CDBG)

This committee (CDC) is responsible for making recommendations to the Select Board and Town Manager regarding the Town's Community Development Block Grant (CDBG) program that includes social service and non-social service community development activities.

Contact Claude Tellier, Co-Chair 256-1721 claudetellier0611@gmail.com
Jana McClure, Co-Chair

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Community Preservation Act Committee (CPAC)

This committee (CPA) studies the needs, possibilities and resources of the town regarding community preservation and makes recommendations to Town Meeting annually concerning funding for open space, historic resources, land for recreational use, and community housing as provided in the Community Preservation Act.

Contact Peter Jessop, Chair

549-7919

jessop@integbuild.com

Finance Committee (FinCom)

The Finance Committee reviews all departments' proposed and projected budgets beginning in the fall and brings its recommendations for appropriations to Town Meeting. The recommendations include both the amounts and the sources of funds. The Finance Committee also controls the Reserve Fund.

Contact Andrew Steinberg, Chair

549-6826

Steinberg_A@msn.com

Joint Capital Planning Committee (JCPC).

The JCPC evaluates requests for capital expenses, that is, equipment costing \$5000 or more, building renovations, and new buildings.

Contact Sandy Pooler, Chair

259-3287

poolers@amherstma.gov

Library Board of Trustees

The trustees prepare budgets for salaries, supplies, and capital expenses for the Jones, Munson, and North Amherst Libraries. Visit Library Budget page at www.joneslibrary.org/budget.

Contact Sarah McKee, President

256-6129

smckee57@earthlink.net

Planning Board

The Amherst Planning Board is responsible for numerous matters related to community planning, development, and land use. The Board conducts studies on land use, including development, housing, transportation, economic development, and zoning.

Contact Jonathan Shefftz, Chair

256-1101

jshefftz@alumni.amherst.edu

School Committees

The School Committee establishes educational goals and policy for the operation of the school system and reviews and approves budgets. The Amherst School Committee is responsible for the operations of the elementary schools, Pre-K to 6. The Amherst-Pelham Regional School Committee is responsible for the operations of the secondary schools, 7-12. Visit Schools Budget page at www.arps.org/budget.

Contact Irv Rhodes, Amherst Chair

253-7147

rhodesi@arps.org

Contact Rick Hood, Regional Chair

320-3611

hoodr@arps.org

Select Board (SB)

The Select Board is responsible for the general governance of the Town. They make decisions about policies and priorities for Town services and make recommendations for the municipal budget. The Town Manager, the Chief Administrative Officer of the Town, prepares the annual municipal budget among other responsibilities. Visit Municipal Budget page at www.amherstma.gov/budget.

Contact Stephanie O'Keeffe, Chair

549-1195

stephanie@okeeffe.com

Contact John Musante

259-3002

townmanager@amherstma.gov

Zoning Subcommittee

This subcommittee of the Planning Board is responsible for drafting and reviewing proposed changes to the Town's Zoning Bylaw.

Contact Jonathan O'Keeffe

549-1195

jonathan.okeeffe@gmail.com